## **Application Guidelines for Licensure as a Mental Health Counselor**

- **A. All applicants** for licensure as a Mental Health Counselor in Iowa must complete, sign, and submit the *Application for Mental Health Counselor Licensure* and licensure fee to the Iowa Board of Behavioral Science at the address provided on the license application form.
- **B.** All applicants must also complete one of the following processes:

Graduates of a CACREP accredited Mental Health Counseling Program:
Ask your educational institution to submit an official transcript with the date of your graduation and degree earned directly to the Iowa Board of Behavioral Science. Be certain that (1) your program was a Mental Health Counseling program, and (2) it was CACREP accredited at the time you graduated.
Completion of other CACREP accredited counseling programs in the institution does not meet this requirement. Confer directly with your mental health counseling program if you are unsure if you meet this requirement.

OR

Graduates of a U.S. master's or doctoral program that was not a CACREP accredited Mental Health Counseling Program at the time of graduation but may have been content equivalent:

Carefully review the information on the *Application for Mental Health Counselor* Licensure form and the educational requirements of the Iowa Board of Behavioral Science regarding educational content equivalency for Mental Health Counselors at http://www.legis.state.ia.us/aspx/ACODOCS/DOCS/645.31.pdf. Be certain you earned a master's or doctoral degree from an institution recognized by the U.S. Department of Education and completed at least 45 semester hours or 60 quarter credit hours in mental health counseling content equivalent areas. If you can provide documentation of such coursework through transcripts, syllabi and course descriptions, request an application for education review directly from the Center for Credentialing and Education (CCE) at 888-817-8283 (toll free) or cce@cce-global.org. You must submit your completed application for credential review, a separate fee for credential review, and all questions related to content equivalency, directly to CCE. This process is separate from your application for licensure and licensure fee. If you are uncertain if you meet content equivalency requirements, consider completing the CCE evaluation before submitting your application for licensure and non-refundable licensure fee to the lowa Board of Behavioral Science.

**NOTE:** Individuals who graduated from education programs outside the United States should review the credential review requirements for foreign graduates at <a href="http://www.legis.state.ia.us/aspx/ACODOCS/DOCS/645.31.pdf">http://www.legis.state.ia.us/aspx/ACODOCS/DOCS/645.31.pdf</a> or call (515) 281-4422 for further information.